

Rolling Actions Log

October 2019



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	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	December 2019 July 2019	
2	Business Resilience Arrangements and Planning – Spring Update	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	November 2019 August 2019	Report to be submitted to the Audit and Assurance Committee in November 2019.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
3	IJB Risk Register	15-06-18	That the Chief Officer would circulate a briefing note to members on finance structures across the City of Edinburgh Council and NHS Lothian, and the interface between the respective groups.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019 August 2019 November 2019	This work is part of the development of the terms of reference for the sub committees. It was agreed at the last EIJB that the TOR's will be discussed at the first meetings of the committees – the last meeting will be the Clinical and Care Governance meeting in November 19.
4	Evaluation of 2017/18 Winter Plan and Winter Plan 2018/19	28-09-18	1) That a business case for the expansion of the Hospital at Home service would be presented to the Joint Board by the end of March 2020.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019	June 2019 There is currently no funding available for H@H expansion from June 2019. As part of the budget savings proposals H@H has been set a savings target of £500K. Dr Anita Logandra has

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
			2) That officers would circulate details of the flu vaccination programme to enable members to promote to citizens, colleagues and partner organisation.			started her H@H study - it will take 3 months. 2) Closed – circulated on 8 October 2018
5	John's Campaign	29-09-18	<p>To request an update report in 12 months' time on progress in carrying out the recommendations of the report:</p> <ol style="list-style-type: none"> 1) To agree that all hosted older peoples in bed services formally sign up to John's campaign. 2) To agree that all local authority care homes sign up to John's campaign. 3) To work in partnership with the independent sector and the voluntary sector to embed John's campaign across all older people's residential services within the Edinburgh. 4) To support the launch of John's campaign in Edinburgh. 5) To agree that the benefits of John's Campaign should be formally measured. 	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019 September 2019	On the agenda for the October meeting.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
6	Draft Edinburgh IJB Strategic Plan 2019-2022	14-12-18	To agree that a final plan would come back to the February meeting of the IJB with Directions linked to finance, with clear options for the IJB to deliberate.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	Recommended for closure – considered at the 20 August 2019 meeting.
7	Transitions for Young People with a disability from children's services to adult services Edinburgh Health and Social Care Partnership	14-12-18	To request an update on progress of the 5 key action points in 12 months.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019	This item is expected for the December meeting of the IJB.
8	Impact of Audit Scotland Report Health and Social Care Integration on Edinburgh Integration Joint Board	08-02-19	To request that the Chief Officer report on actions being taken across all organisations in support of the recommendations in the Audit Scotland report in relation to the Edinburgh Integration Joint Board and request a further report on this to come to the Audit and Risk Committee in six months.	Chief Officer, Edinburgh Health and Social Care Partnership	November 2019 August 2019	This will be submitted to the Audit and Assurance Committee in November 2019.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
9	Communications Action Plan for the EIJB	08-02-19	To agree to updates on this as it develops, at least annually.	Chief Officer, Edinburgh Health and Social Care Partnership	February 2020	
10	Minute of Strategic Planning Group of 30 November 2018	29-03-19	To note that the Chief Officer would provide a presentation on prescribing to a future meeting of the Joint Board.	Chief Officer, Edinburgh Health and Social Care Partnership	November 2019 August 2019	It is proposed that this forms part of the development session on budgeting in November.
11	Carers Strategy	29-03-19	To ask the Chief Officer to report to a future meeting of the Joint Board setting out clear timelines for delivering the implementation plan for the Strategy.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	Recommended for closure – considered at the 20 August 2019 meeting.
12	Short Break Services Statement (Unpaid Carers)	29-03-19	To agree that the Chief Officer would provide a further update to the next meeting of the Joint Board on 24 May 2019; the report to include clarification on where responsibility for support for carers lay where caring was undertaken which cut across more than one local authority area.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	Recommended for closure – this action was included within the Carer's Strategy report to the August 2019 meeting (paragraph 17

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
						and recommendation 3(g)).
13	Update on the Edinburgh Integration Joint Board Grants Review	29-03-19	<ol style="list-style-type: none"> 1) To agree to receive a report to a future meeting of the Joint Board on those projects which had been successful in securing grant funding. 2) To agree that a report be brought back to a future meeting of the Joint Board on work being carried out to address how inequalities were being tackled across all services in the Partnership together assurance that the Board were meeting their legal obligations under the Equality Act 2010. 	Chief Officer, Edinburgh Health and Social Care Partnership	<p>May 2019</p> <p>December 2019</p>	1) CLOSED – reported to the IJB on 24 May 2019.
14	Primary Care Transformation Programme	24-05-19	<ol style="list-style-type: none"> 1) To agree that a workshop would be arranged on the Primary Care Transformation Programme. 2) To agree that the next report to the Joint Board would include more details on how the Programme was being delivered and its impact on stakeholders 	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019	David White arranging a workshop on Primary Care.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
15	Ministerial Strategic Group Update	24-05-19	To agree to the self-assessment and actions set out and to ask the Chief Officer to develop the action plan with partners for implementation and report on this before the end of March 2020	Chief Officer, Edinburgh Health and Social Care Partnership	April 2020 March 2020	EIJB's are in February and April so I have moved this to April 2020
16	Older People Joint Inspection Improvement Plan	24-05-19	To agree that the Improvement Programme would be brought back to the Joint Board following approval by NHS Lothian and the City of Edinburgh Council.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019 October 2019	
17	Update on the 2019 Health and Social Care Grants Programme	24-05-19	To agree that a briefing note outlining the scoping and criteria for the allocation of the innovation fund, and the membership of the sub-group of the Grants Review Steering Group, would be circulated to members.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019 June 2019	Recommended for closure – circulated on 5 June 2019
18	Evaluation of 2018/19 Winter Plan	21-06-19	To agree that a briefing note on the Day of Care Audit would be circulated.	Chief Officer, Edinburgh Health and Social Care Partnership	November 2019 October 2019	
19	Committee Terms of Reference and	21-06-19	To agree that each committee would comment on the Terms of Reference at the end of the first	Chief Officer, Edinburgh Health and	December 2019	

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
	Good Governance Handbook		cycle and this would be reported back to the Joint Board within two cycles.	Social Care Partnership	October 2019	
20	IJB Risk Register	21-06-19	To continue consideration of the report to the meeting of the Joint Board in August 2019.	Chief Officer, Edinburgh Health and Social Care Partnership	August 2019	Recommended for closure – considered at the 20 August 2019 meeting
21	Edinburgh's Joint Carers Strategy	20-08-19	To agree to develop a performance and evaluation framework around the Carers Strategy, which would be reported back to the Joint Board in two cycles.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2019 October 2019	
22	Psychological Therapies Additional Investment	20-08-19	To agree that a briefing note would be circulated to members providing more detail on how the investment would be used, staff numbers, grades, and how they would be deployed.	Chief Officer, Edinburgh Health and Social Care Partnership		Recommended for closure – circulated on 25 September 2019
23	Performance Report	20-08-19	<ol style="list-style-type: none"> 1) To agree that a progress report on delayed discharges would be reported to the Joint Board at the October 2019 meeting. 2) To remit the Performance and Delivery Committee to look at delayed discharges, 	Chief Officer, Edinburgh Health and Social Care Partnership	October 2019	On the agenda for the October meeting of the IJB

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
			progress and investment at its first meeting.			
24	NHS Lothian Board Escalation	20-08-19	<ol style="list-style-type: none"> 1) To agree to report back in six months on progress being made, or earlier if significant matters arise. 2) To agree that the recovery plan and any financial changes would be reported to the Board within six months, as soon as it was available. 3) To agree that a briefing note would be circulated providing more detail on responsibilities for mental health interactions. 4) To agree that the notes of Integrated Care Forum meetings would be distributed to members of the Joint Board. 	Chief Officer, Edinburgh Health and Social Care Partnership	<p>February 2020</p> <p>September 2019</p> <p>August 2019</p>	<p>Recommended for closure – circulated on 25 September 2019</p> <p>Recommended for closure – circulated on 26 August 2019</p>