

# Rolling Actions Log

## April 2020

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	<a href="#">IJB Risk Register</a>	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	TBC <del>December 2019</del> August 2019 <del>November 2019</del>	This briefing will be produced following agreement of terms of reference for the sub committees. Final TORs will come back to EIJB when normal business resumes.
2	<a href="#">Primary Care Transformation Programme</a>	24-05-19	<ol style="list-style-type: none"> <li>1) To agree that a workshop would be arranged on the Primary Care Transformation Programme.</li> <li>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</li> </ol>	Chief Officer, Edinburgh Health and Social Care Partnership	TBC <del>December 2019</del> October 2019	<p>Session on primary care took place on 24 February 2020.</p> <p>A follow up report will be brought forward when normal business resumes.</p> <p>Recommend action 1 for closure.</p>

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3	<a href="#">Evaluation of 2018/19 Winter Plan</a>	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	February 2020 <del>November 2019</del> <del>October 2019</del>	A briefing note will be circulated in February 2020.  Recommend for closure as circulated round members at the of February
4	<a href="#">Committee Terms of Reference and Good Governance Handbook</a>	21-06-19	To agree that each committee would comment on the Terms of Reference at the end of the first cycle and this would be reported back to the Joint Board within two cycles.	Chief Officer, Edinburgh Health and Social Care Partnership	TBC <del>April 2020</del> <del>December 2019</del> <del>October 2019</del>	TOR will come back to April Board for agreement.  This will be considered when normal business resumes.
5	<a href="#">Edinburgh's Joint Carers Strategy</a>	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	TBC <del>December 2019</del> <del>October 2019</del>	A situation report on the performance and evaluation framework for the Carers' Strategy was presented to the P&D committee on 20 November 2019

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						and the SPG on 22 November 2019. Direction was given to provide more time to complete the framework which will come forward to the SPG in due course. <del>Carers Strategy Performance Framework on the agenda for December Board</del>
6	<a href="#">Rolling Actions Log</a>	22-10-19	Re. <a href="#">NHS Lothian Board Escalation</a> Action (3) – To agree to circulate details of where responsibilities sit for the various mental health interactions.	Chief Officer, Edinburgh Health and Social Care Partnership	February 2020 <del>November 2019</del>	Recommend for closure as the NHS Lothian Recovery Programme Update was on the agenda for EIJB on 4 February which highlighted the work being undertaken by the mental health and learning disabilities

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						Programme Board.
7	<a href="#">Home First</a>	22-10-19	<ol style="list-style-type: none"> <li>1) To require a report on progress no later than April 2020.</li> <li>2) To agree that timescales would be added to the Direction.</li> </ol>	Chief Officer, Edinburgh Health and Social Care Partnership	TBC <del>April 2020</del>	Home First Edinburgh is a key plank of the Partnership's response to Covid-19. The model will be reviewed to incorporate the learning from this with the update being presented to the SPG and then the IJB in due course.
8	Adult Sensory Support	10-12-19	To agree that an update would be submitted in spring 2021.	Chief Officer, Edinburgh Health and Social Care Partnership	Spring 2021	Final tenders for the new contractual arrangements have been received and appraised. Officers are undertaking a review of next steps in the context of Covid.

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9	Winter Plan 2019/20	10-12-19	To agree that a briefing note would be circulated, providing details of similar plans for general practice	Chief Officer, Edinburgh Health and Social Care Partnership	January 2020 April 2020	Briefing note prepared, to be circulated to the EIJB in April 2020.
10	Rolling Actions Log - Integrated Older People's Service	04-02-20	To note that a report would be submitted to the Strategic Planning Group in March then to the Board thereafter.	Chief Officer, Edinburgh Health and Social Care Partnership		Report approved at SPG in March noting the change in line management arrangements for this service. This is an operational arrangement which does not require the approval of the IJB.  Recommend closure.
11	Ministerial Strategic Group and Audit Scotland Integration Reviews –	04-02-20	To agree to receive a further update report in December 2020.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2020	

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	Edinburgh Update					
12	Finance Update	04-02-20	To agree that the Chair would write to the Chief Executive of the Council to request that the Council provided funds to ensure a balanced budget was achieved, and that the letter would be circulated to Board members.	Chair Chief Officer, Edinburgh Health and Social Care Partnership	28 April 2020	Letter circulated 17 February 2020  Recommend for closure.
13	Enhancing Carer Representation on Integration Joint Boards – transferred from Strategic Planning Group RAL – 10 March 2020	10-03-20	To agree that the Chief Finance Officer would examine the good practice outlined in the update report (Enhancing Carer Representation on Integration Joint Boards, SPG 17 August 2018) and provide an update to a future meeting of this Group on how it could applied with the Edinburgh IJB working practices.  Referred to IJB to progress recruitment of Carer Representative.	Chief Officer, Edinburgh Health and Social Care Partnership	December 2020	