

Rolling Actions Log

Edinburgh Integration Joint Board

09 February 2024

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
1	<u>System Pressures Update</u> – report by the Chief Officer, Edinburgh Integration Joint Board	18-10-22	1) To request a briefing note on the budget setting process between the IJB and the Council specifically addressing xtimescales, how the IJB can make representations to CEC and NHSL on staff pay and conditions ahead of the budget setting to ensure these views are taken into account.	Interim Chief Officer, EIJB Contact: Mike Massaro-Mallinson Mike.Massaro-Mallinson@nhslothian.scot.nhs.uk	October 2023 March 2023 Now amended to August 2023	Closed at meeting 16 November 2023 November 2023 update Update to be included in the Improvement Plan Update report to the Board. September 2023 update Briefing will be circulated by the end of September. June 2023 update Work on the MTFs has taken precedence meaning briefing paper has been delayed.

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
						<p>February 2023 Update Briefing note is being drafted and will be circulated by the end of March.</p> <p>December 2022 Update The Board agreed to keep this action open and to circulate the briefing note to members as requested in decision 1). This was covered in the budget working group on 25 October.</p>
			2) To hold a development session to discuss the workforce strategy in more detail with members.	Chief Officer, EIJB Contact: Pat Togher Pat.togher@edinburgh.gov.uk	November 2023	<p>February Update Workforce Strategy development session rescheduled to March.</p> <p>November Update Workforce development has now been scheduled 18 January 2024 as the 21 November development session has been</p>

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
						repurposed and preparations are already underway for the development session on the 5 December.
2	<u>Chief Social Work Officer Annual Report 2021-22</u> – report by the Chief Social Work Officer	18-10-22	To agree the next CSWO update report would include more detail on the steps being taken to improve supervision, awareness and recording.	Chief Social Work Officer and Service Director, Performance Contact: Rose Howley <u>Rose.Howley@edinburgh.gov.uk</u>	April 2024 February 2024 December 2023	February Update Agreed a full update will be provided in the next CSWO report which will be presented to EIJB in April. December update Report to submitted to first board meeting in 2024. November update Agreed a full update will be provided in the next CSWO report which will be presented to EIJB in December.

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
3	<u>Finance Update</u> (November 2023) - report by the Chief Finance Officer, EIJB	16-11-23	1) Officers to circulate reports relating to the scrutiny of the savings and recovery plan and the delivery on budget of existing services that are being submitted to Performance and Delivery Committee to all board members when available.	Chief Finance Officer, EIJB Contact: Moira Pringle Moira.Pringle@nhslothian.scot.nhs.uk	November 2023	Closed at meeting 12 December 2023 Reports circulated on Monday 27 November 2023.
		16-11-23	2) Officers to submit a report to the EIJB that takes cognisance of the issues raised in the all-party motion approved by Council on the 2 November 2023 and includes information on how the EIJB can better align its budgeting processes with partners and acknowledges the adaptations and variances in current	Chief Officer, EIJB Contact: Pat Togher Pat.togher@edinburgh.gov.uk	February 2024	December update We are working closely with Council officers on a paper which will go in the first instance to the Policy and Sustainability Committee in January 2024. Following this, and further discussion with officers from NHS Lothian an update will be presented to the Integration Joint Board in February 2024.

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
			practice from what is written in governance documentation and how this can be addressed.			
4	Edinburgh Integration Joint Board Revised Governance Handbook – report by the Chief Officer, EIJB	16-11-23	Officers to review the evolution of governance arrangements within the EIJB and its partners to be in time for the next review of the EIJB Governance Handbook.	Chief Officer, EIJB Pat Togar Contact: Angela Brydon , Operations Manager angela.bydon@edinburgh.gov.uk	November 2024	
5	Rolling Actions Log	12-12-23	Updates regarding the recruitment of the Chief Risk Officer to be provided	Chief Finance Officer – EIJB Moira Pringle Contact: Moira Pringle Moira.Pringle@nhslothian.scot.nhs.uk	Ongoing	February Update: The Chief Risk Officer Job description has now been submitted to Job evaluation for grading within both NHS Lothian and City of Edinburgh and the assumption the post will be ready to go out for recruitment by early March

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
						at the latest. Work has started to develop what the recruitment campaign (including Board involvement) and interview arrangements for this post would be.
6	Annual Cycle of Business	12-12-23	Report to be submitted on carers funding updating the board on how funding has been spent and activities in relation to carers reviews.	Chief Finance Officer – EIJB Contact Katie McWilliam katie.mcwilliam@nhlothian.scot.nhs.uk	February 2024	February Update Submitted to February Meeting.
7	Medium Term Financial Strategy Update: 2024/25-2026/27 – report by the	12-12-23	1) Chair and/or Chief Officer as appropriate to liaise with COSLA regarding distribution of contract uplift monies to ideally achieve full funding for the living wage in Edinburgh.	Chief Officer EIJB Pat Togher Contact: Pat Togher Pat.togher@edinburgh.gov.uk	January 2024	Recommended for closure Letter issued on 10 January 2024 and shared with IJB members. A verbal update will be given at the meeting.

No	Agenda Item	Date	Action	Action Owner	Expected completion date	Comments
	Chief Finance Officer EIJB		2) Chair to correspond with Scottish Government ministers in advance of 19th December (Scottish Government draft budget publication) to outline the likely impact on recipients of health & social care services across Edinburgh with current funding limitations.	Chief Officer EIJB Pat Togher Contact: Pat Togher Pat.togher@edinburgh.gov.uk	December 2023	Recommended for closure Letter issued on 15 December and shared with IJB members.