



# Item 5.1 – Rolling Actions Log – May 2016

13 May 2016

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	<b>Visits to Establishments</b>	17/07/15 and 25/09/15	Further information on visit options – including visits to acute facilities.	Chief Officer	12 February 2016	<b>Recommended for closure.</b> Item on agenda for May Board meeting.
2	<b>Deputations</b>	20/11/15	<ol style="list-style-type: none"> <li>1) To agree to pilot deputations at the Joint Board and its committees for twelve months using the procedure outlined in appendix one of the report.</li> <li>2) To note that following the pilot period, a report reviewing the procedure would be submitted to the Joint Board.</li> <li>3) To note that the scope for deputations would be made available as part of the forthcoming communications strategy</li> </ol>	Chief Officer/Gavin King	November 2016	
3	<b>Finance</b>	17/07/15	<ol style="list-style-type: none"> <li>1) Further report on outcome of Internal Audit Teams work on due diligence.</li> <li>2) To report on a budget consultation strategy as part of the 2016/17 budget process.</li> </ol>	Hugh Dunn / Susan Goldsmith	Not specified.	
4	<b>Performance Sub-Group</b>	20/11/15	To request that the Sub-Group provide regular updates to the	Shulah Allan	Ongoing	<b>Recommended for closure</b> – regular updates now

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			Joint Board.			established
5	<b>Governance Arrangements, Capacity and Infrastructure</b>	25/09/15	<ol style="list-style-type: none"> <li>1) To request further information on activity within hospital teams to support effective patient discharge</li> <li>2) To agree to receive further information on the ongoing review of Council Occupational Therapist services.</li> </ol>	Chief Officer	Not specified	
6	<b>Gamechanger – Public Social Partnership</b>  <b>Development Sessions 2016/17</b>	25/09/15  15/01/16	<ol style="list-style-type: none"> <li>1) To consider future options at a development session, to include localities and inequalities issues, and links with the draft Strategic Plan.</li> <li>2) To include updates on Joint Board Structure and the Leadership Group to the 12 February 2016 Development Session.</li> <li>3) To add hospital capacity as an additional topic.</li> </ol>	Chief Officer	Not specified  12 February 2016	
7	<b>Financial Assurance for the IJB</b>	25/09/15	<ol style="list-style-type: none"> <li>1) That the 11 December 2015 development session would focus on the budgets being delegated to the EIJB.</li> <li>2) To agree to consider Finance at the December 2015 development session, alongside the draft Strategic Plan.</li> <li>3) To request further information on the decision making process regarding the £1.1m reduction in mental health nursing spend.</li> </ol>	Interim Management Team/ Moira Pringle	December 2015	decisions (1) and (2) reported to Joint Board on 15/01/16
8	<b>Information, Communication and Digital Technology: Position</b>	25/09/15	<ol style="list-style-type: none"> <li>1) To note the current position on information governance and that a further report would be provided in due course.</li> <li>2) To invite the Council's ICT Solutions Team and NHS Lothian e-Health services to review and comment jointly on the Draft Strategic Plan as part of the consultation.</li> </ol>	Interim Programme Manager/ Angus McCann	Not specified	<b>recommended for closure</b> – Development session took place on 15-04-16

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	<b>Statement</b>		<p>3) To request that an appropriate approach be developed for ensuring that information governance and ICDT requirements could be considered for all major service/pathway re-design proposals to ensure improved information flows along the pathway.</p> <p>4) To request that appropriate and affordable ICDT delivery/implementation plan(s) were developed in relation to these service/pathway re-design proposals</p> <p>5) To use a future development session to address current issues, including shared protocols, and future development, and to ask Angus McCann to act as the Joint Board's member lead on this.</p>			
9	<b>New Grant Programme for Prevention of Health Inequality from 2016/17</b>	25/09/15	To consider grants at the Joint Board meeting in February 2016 for grants starting in April 2016, with a phased approach aligned to partner funding cycles	Chief Officer	March 2016	Grants approved at the Health, Social Care and Housing Committee on 26 January, will be report to the IJB in due course.
10	<b>Communications Resource and Strategy for Edinburgh and Lothian's IJB</b>	15/01/16	<p>1) To agree the initial communications and engagement priorities outlined in the report and draft communications plan. This would include the development of a communication and engagement strategy for the Joint Board and further programme of activity for 2016/17.</p> <p>2) To agree to the development of a dedicated structure and resourcing budget for a new communications team to support the Edinburgh Integrated Joint Board.</p> <p>3) To ensure that sufficient links with localities existed</p> <p>4) To request further development of staff communication</p>	Chief Officer/ Head of Communications (CEC and NHS)	Not specified	

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			<p>including:</p> <ul style="list-style-type: none"> <li>• Roles and Remits of the Joint Board and Executive Team.</li> <li>• Scope for newsletters and staff events.</li> </ul>			
11	<b>Community Planning Arrangements</b>	15/01/16	<p>1) To agree to option 2, becoming a formal member of the Edinburgh Partnership, as the way forward for supporting community planning arrangements in the city.</p> <p>2) To request that the management/ support role associated with this work was suitably addressed through the Professional/ Technical and Administrative work stream.</p>	Chief Officer	Not specified	
12	<b>EIJB Directions Policy</b>	15/01/16	To review the approach to making directions in light of Joint Board operations at the end of 16/17 or any guidance issued by Scottish Government.	Chief Officer	April 2017	