

# Rolling Actions Log

## September 2018

28 September 2018

## Item 5.1



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	<a href="#">Annual Accounts 2016-17</a>	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	<a href="#">Financial Update</a>	22-09-17	1) To agree to receive a detailed action plan, in response to the Financial Update, from the Interim Chief Officer at a future date.	Chief Officer, Edinburgh Health and Social Care Partnership	Not specified  October 2017	<b>1) Recommended for closure</b> – action plan reported to the IJB through Finance Update reports.

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			2) That a future Development Session on finance be scheduled.			2) <b>Closed</b> - covered at the October 2017 Development Session.
3	<a href="#">Locality Improvement Plans</a>	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.
4	<a href="#">Grants Review – Scope, Methodology and Timescales</a>	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	August 2018	<b>Recommended for closure</b> – reported to the Joint Board in August 2018.
5	Motion by Councillor Main – John’s Campaign ( <a href="#">Agenda of 17 November 2017</a> )	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	<b>Recommended for closure</b> – on the agenda for September 2018.

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6	<a href="#">Winter Plan 2017-18</a>	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	<b>Recommended for closure</b> – on the agenda for September 2018.
7	<a href="#">Joint Board Membership and Appointments to Committee and Sub-Groups</a>	15-12-17	<p>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.</p> <p>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.</p>	Chief Officer, Edinburgh Health and Social Care Partnership	November 2018	<p>1) <b>Recommended for closure</b> – report to fill vacancies on the Audit and Risk Committee on the agenda for September 2018.</p> <p>2) <b>Closed</b> – reported to the IJB on 18 May 2018.</p>
8	<a href="#">Edinburgh Alcohol and Drug Partnership Funding</a>	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	Chief Officer, Edinburgh Health and	September 2018	

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			impact of service review, redesign and efficiencies in each area of change.	Social Care Partnership		
9	<a href="#">Edinburgh Health and Social Care Partnership Communications Action Plan</a>	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	
10	<a href="#">Whole System Delays – Recent Trends</a>	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	December 2018	
11	<a href="#">Carers (Scotland) Act 2016</a>	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	December 2018	
12	City of Edinburgh Council Motion by Councillor Miller – Attracting and Retaining Carers	29-06-17	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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	<a href="#">(Agenda for 29 June 2017)</a>		2) To instruct officers to remit the report to the Integration Joint Board and Corporate Policy and Strategy Committee for further scrutiny.			
13	<a href="#">Note of Meeting of the Strategic Planning Group of 9 March 2018</a>	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	July 2018	<b>Recommended for closure</b> – paper has been circulated to all Reference Boards (April – July 2018).
14	<a href="#">Business Resilience Arrangements and Planning – Spring Update</a>	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	
15	<a href="#">2018/19 Financial Plan</a>	18-05-18	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	
16	<a href="#">Plan for Immediate Pressures and</a>	18-05-18	1) To ask that a communications and engagement strategy to complement the Plan be submitted to a future meeting of the IJB.	Chief Officer, Edinburgh Health and	September 2018	

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	<a href="#">Longer Term Sustainability</a>		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.	Social Care Partnership		
17	<a href="#">The Inclusive Homelessness Service at Panmure St Ann's</a>	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	
18	<a href="#">Appointments and Review of Sub-Groups</a>	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	November 2018	Report to be submitted in November 2018.
19	<a href="#">Rolling Actions Log</a>	15-06-18	To request that the new draft licensing policy be circulated to IJB members when published in the summer; a report be brought to the next meeting for discussion and comment; and the Chair to ask the Edinburgh Partnership to submit a joint response	Chief Officer, Edinburgh Health and Social Care Partnership	Summer 2018	
20	<a href="#">Edinburgh Primary Care Improvement Plan</a>	15-06-18	That a verbal update on plans for implementation would be given at the next meeting.	Chief Officer, Edinburgh Health and	September 2018	<b>Recommended for closure</b> – on the agenda for 28 September 2018.

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				Social Care Partnership		
21	<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	Awaiting update	
22	<a href="#">Publication of Annual Performance Report</a>	15-06-18	That a future development session or workshop would consider what measurements to include in future versions of the report, and how these would be linked with Directions.	Chief Officer, Edinburgh Health and Social Care Partnership	Awaiting update	