

AGENDA ITEM

5

IJB Rolling Action Log

No	Meeting/Item No.	Action	Owner	Timescale
1.	December 2017 Item 7/ IJB 154	Develop a costed proposal for additional support services – planning, project management, performance and communications	Patricia Cassidy, Chief Officer Amanda Templeman, Chief Finance Officer	June 2018 Links to Action no.10
2.	December 2017 Item 7/ IJB 154	Prepare a proposal setting out how the ADP will link with the IJB	Amanda Templeman, Chief Finance Officer	December 2018 On Agenda
3.	March 2018 Item 3/ IJB 183	Details regarding a Mental Health day to be provided. 5/10/18 – Cathie Cowan advised that 2 separate events would be held for Psychological Therapies and CAMHS. Dates were to be confirmed and this would be progressed in collaboration with the Third Sector	Cathie Cowan, Chief Executive, NHS Forth Valley	Ongoing
4.	March 2018 Item 4/ IJB 184	Update on Falls Activity at future IJB meeting. Further discussions required.	Angela Wallace, Director of Nursing	February 2019
5.	April 2018 Item 3/IJB 189 ADL Smartcare/Living Well	Evaluation report to IJB re impact on waiting lists/service users views Briefing on Data Protection Act Briefing for Elected Members	Joe McElholm, Head of Social Work Adult Services	December 2018 On Agenda June 2018 - Complete June 2018 - Complete
6.	April 2018 Item 8/IJB 195	Develop Corporate Support Services agreement	Cathie Cowan, Chief Executive, NHS Forth Valley Kenneth Lawrie, Chief Executive, Falkirk Council Patricia Cassidy, Chief Officer	Was June IJB Then Special meeting in June Links to Action no. 10

7.	April 2018 Item 21/IJB 206	Chief Officer and Officers to identify resources to create a strategic role to coordinate transition plan.	Patricia Cassidy, Chief Officer Sara Lacey, Chief Social Work Officer Joe McElholm, Head of Social Work Adult Services	July 2018 December 2018 On Agenda
8.	June 2018 Item 4/ IJB213	Intermediate Care Facility – to remain on the Action Log until further details are finalised/agreed	Cathie Cowan, Chief Executive, NHS Forth Valley	Ongoing Links to Action no.11
9.	June 2018 Item 4/ IJB213	Officers to provide timescales for reporting progress with the implementation of the Carers Act including the development of a Carers Strategy	Robert Stevenson, Senior Planning Manager	December 2018 On Agenda
10.	June 2018 Item 5/ IJB214	Recommendations regarding the definition and responsibilities of hosting, the integration and support services arrangements. Costed proposal for support services to be considered further and agreed	Cathie Cowan, Chief Executive, NHS Forth Valley Kenneth Lawrie, Chief Executive, Falkirk Council Patricia Cassidy Chief Officer	Special meeting in June 2018 Ongoing
11.	June 2018 Item 5/ IJB214	Long term plans for Summerford Care Home to be brought forward to a future IJB.	Joe McElholm, Head of Social Work Adult Services	TBC Links with Action no. 8
12.	June 2018 Item 5/ IJB214	Provide update on progress regarding the packages of care review and range of community activities available	Joe McElholm, Head of Social Work Adult Services	TBC
13.	June 2018 Item 8/ IJB217	Include NHS FV performance information about staff absence and complaints relating to in-scope functions in future Performance report. Further discussions required regarding staff absence information	Performance Team, NHS Forth Valley	October 2018 Complaints in Dec Report Absence stats for future Perf Reports
14.	June 2018 Item 13/ IJB222	Develop a Risk Management Improvement Plan following the review of the Risk Management Strategy and Risk Register	Amanda Templeman, Chief Finance Officer Cathie Cowan, Chief Executive, NHS Forth Valley	February 2019

15.	October 2018 Item 8/ IJB237	Notes of interest for the Audit Committee to be sent to Amanda Templeman	All	October 2018 Complete
16.	October 2018 Item 9/ IJB238	Alternative dates for Audit Committee meetings in March and June 2019 to be arranged	Amanda Templeman Chief Finance Officer	October 2018 Complete
17.	October 2018 Item 10/ IJB239	Set up a Shadow Management Team to consider proposed integrated structure, project plan for transitional arrangements, supporting communication plan and monitoring arrangements	Patricia Cassidy Chief Officer	October 2018 Complete
18.	October 2018 Item 10/ IJB239	Provide a further joint report confirming the transfer of operational NHS and Council management integrated arrangements can proceed	Cathie Cowan, Chief Executive, NHS Forth Valley Kenneth Lawrie, Chief Executive, Falkirk Council Patricia Cassidy Chief Officer	December 2018 On Agenda
19.	October 2018 Item 12/ IJB241	Brian Slater's report to be circulated to members	Patricia Cassidy Chief Officer	October 2018 Complete
20.	October 2018 Item 23/ IJB254	A joint workshop to be held with IJB members and the Strategic Planning Group to discuss and develop the Strategic Plan's priorities	IJB and SPG	November 2018 Complete
21.	October 2018 Item 23/ IJB254	Current membership of Strategic Planning Group to be sent out for information	Suzanne Thomson Programme Manager	October 2018 Complete



Action closed or on agenda