



**IJB Rolling Action Log**

<b>No.</b>	<b>Meeting/Item No.</b>	<b>Action</b>	<b>Owner</b>	<b>Timescale</b>
1.	June 2017 Item 7/ IJB105	Implementation of the Duty of Candour Requirements– Clinical Care Governance Group  This is due by 1/04/18 and an update to be provided to the IJB	Sara Lacey Chief Social Work Officer / Clinical Care Governance Group	February 2018  On agenda
2.	June 2017 Item 8/ IJB106	OD Sessions regarding budgets	Fiona Ramsay, Interim Chief Executive, NHS Forth Valley	Senior Officers – 3/10/17  Board Development Session – TBC
3.	August 2017 Item 12/ IJB127	Primary Care Transformation Programme – revised Model of Service and Workforce plan.  To be agreed at IJB and NHS Board	Patricia Cassidy, Chief Officer  Lesley Middlemiss, Programme Manager and Falkirk H&SCP	September 2018
4.	October 2017 Item 7 / IJB135	Presentation to the IJB on Pharmacy First	Scott Mitchell Pharmacy Director	February 2018 On Agenda
5.	October 2017 Item 7 / IJB135	Update on the establishment of Locality Development Groups	Patricia Cassidy, Chief Officer	April 2018
6.	October 2017 Item 11 / IJB139	An improvement plan to be developed following the review of the Risk Management Strategy and Risk Register; including clarity around the control mechanisms in place to achieve stability	Elaine Vanhegan, Head of Performance and Governance	April 2018
7.	October 2017 Item 15 / IJB143	Review of Day Services – separate report regarding improvement actions around transition planning arrangements	Joe McElholm, Head of Social Work Adult Services	February 2018  On Agenda Chief Officer Report
8.	October 2017 Item 17 / IJB145	Review of IJB members to be undertaken to establish any potential gaps in representation including Equality questionnaire	Suzanne Thomson Programme Manager	April 2018

9.	December 2017 Item 16/ IJB150	Update on implementation of the Day Service - including progress and planning	Joe McElholm Head of Social Work Adult Services	February 2018  On Agenda Chief Officer Report
10.	December 2017 Item 7/ IJB 154	GMS Contract Seminar	Fiona Ramsay, Interim Chief Executive	11 January 2018  Complete
11.	December 2017 Item 7/ IJB 154	Confirmation regarding which 4 GP practices have agreed to trial the Florence mobile phone texting service	Kathy O'Neill, General Manager	December 2017  Complete
12.	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	TBC
13.	December 2017 Item 7/ IJB 154	Develop a HSCP Primary Care Improvement Plan if GMS contract approved	Patricia Cassidy, Chief Officer  Lesley Middlemiss, Programme Manager and Falkirk H&SCP	July 2018
14.	December 2017 Item 7/ IJB 154	Prepare a proposal setting out how the ADP will link with the IJB	Amanda Templeman, Chief Finance Officer	TBC
15.	December 2017 Item 7/ IJB 154	Complete Board self-evaluation	All IJB members	Development Session – May 2018
16.	December 2017 Item 7/ IJB 154	Prepare and submit an interim response to the Ministerial Strategic Group for Health and Community Care	Patricia Cassidy, Chief Officer  Andrew Murray, Medical Director	February 2018  On Agenda – Chief Officer Report
17.	December 2017 Item 7/ IJB 154	Ensure risks with National Care Home Contract are reflected in the Risk Register	Elaine Vanhegan, Head of Performance and Governance  Joe McElholm Head of Social Work Adult Services	Complete
18.	December 2017 Item 7/ IJB 154	Review of Social Work Complaints Committee findings to be remitted to the Falkirk Clinical and Care Governance Group	Falkirk Clinical and Care Governance Group	Complete

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19.	December 2017 Item 7/ IJB 154	Provide report on the outcome of the Podiatry Service pilot	David McPherson General Manager	TBC
20.	December 2017 Item 7/ IJB 154	Respond to Karen Herbert's question regarding the Podiatry Service tender	Kathy O'Neill, General Manager, CSD	January 2018
21.	December 2017 Item 8/ IJB 155	Progress update on budget recovery plan and budget setting process, including review of Directions and details regarding relevant drivers and governance of set aside budgets	Amanda Templeman, Chief Finance Officer	February 2018 On Agenda
22.	December 2017 Item 9/ IJB 156	Provide further detail regarding the programme of savings options including equality impact assessment	Amanda Templeman, Chief Finance Officer	February 2018 On Agenda
23.	December 2017 Item 10/ IJB 157	Present detailed costing for Investment Plan	Amanda Templeman, Chief Finance Officer	March 2018
24.	December 2017 Item 10/ IJB 157	Evaluation of Partnership Funding projects which required further discussion	Amanda Templeman, Chief Finance Officer	March 2018
25.	December 2017 Item 12/ IJB 159	Detailed report regarding integrated structure for in-scope services	Angela Wallace, Director of Nursing	April 2018
26.	December 2017 Item 13/ IJB 160	Bield – options for re-provision of facilities to be brought forward	Joe McElholm, Head of Social Work Adult Services	February 2018
27.	December 2017 Item 14/ IJB 161	Winter Plan – finalised priorities and contingencies	Patricia Cassidy, Chief Officer  Amanda Templeman, Chief Finance Officer	February 2018  On Agenda – Chief Officer Report