

AGENDA ITEM

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IJB Rolling Action Log

No	Meeting/Item No.	Action	Owner	Timescale
1.	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
2.	October 2017 Item 7 / IJB135	Update on the establishment of Locality Development Groups	Patricia Cassidy, Chief Officer	April 2018 Update on Development session in Chief Officer Report IJB June Complete
3.	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 Hugh Coyle Corporate Risk Co-ordinator	Originally April 2018 Now Audit Committee 16 March 2018 and IJB June 2018 On Agenda
4.	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 Complete
5.	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 On Agenda
6.	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	June 2018 On Agenda
7.	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
8.	December 2017 Item 7/ IJB 154	Complete Board self-evaluation	All IJB members	June 2018

9.	December 2017 Item 7/ IJB 154	Provide report on the outcome of the Podiatry Service pilot	David McPherson General Manager	Originally June 2018 Now September 2018
10.	December 2017 Item 12/ IJB 159	Detailed report regarding integrated structure for in-scope services	Angela Wallace, Director of Nursing Changed to CEO's NHS/Falkirk Council	Originally April 2018 On Agenda
11.	February 2018 Item 6/ IJB 171	Update report on Clinical and Care Governance – including membership and Terms of Reference for Committee	Sara Lacey, Chief Social Work Officer and Andrew Murray, Medical Director	April 2018 Complete
12.	February 2018 Item 16/ IJB 180	Update on Bield Housing	Joe McElholm, Head of Social Work Adult Services	Complete
13.	March 2018 Item 3/ IJB 183	Details regarding a Mental Health day to be provided	Cathie Cowan, Chief Executive	TBC
14.	March 2018 Item 3/ IJB 183	Confirmation of NHS Forth Valley savings proposals and financial settlement 2018/19	Amanda Templeman, Chief Finance Officer	April 2018 Ongoing
15.	March 2018 Item 3/ IJB 183	Issue Direction letters to NHS Forth Valley and Falkirk Council	Amanda Templeman, Chief Finance Officer	April 2018 Complete
16.	March 2018 Item 4/ IJB 184	Position update on Intermediate Care Facility/ Falkirk Community Hospital site.	Cathie Cowan Chief Executive, NHS Forth Valley	April 2018 Complete
17.	March 2018 Item 4/ IJB 184	Update on Falls Strategy at future IJB meeting Amended to read Falls Activity	Angela Wallace, Director of Nursing	October 2018

18.	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	IJB December 2018 June 2018 June 2018
19.	April 2018 Item 7/IJB 194	Briefing paper on Intermediate Care Facility/ Falkirk Community Hospital site prior to June IJB	Cathie Cowan Chief Executive, NHS Forth Valley	June 2018
20.	April 2018 Item 8/IJB 195	Corporate Support agreement to be developed.	Cathie Cowan, Chief Executive, NHS Forth Valley Mary Pitcaithly, Chief Executive, Falkirk Council Patricia Cassidy, Chief Officer	June IJB On Agenda
21.	April 2018 Item 8/IJB 195	Update on relocation of former Bield Housing residents	Joe McElholm, Head of Social Work Adult Services	October 2018
22.	April 2018 Item 11/IJB 198	Update on the readmission rates.	Cathie Cowan, Chief Executive, NHS Forth Valley	June 2018
23.	April 2018 Item 13/IJB 200	Concerns how regarding Regional Planning fits locally to be fed back to West of Scotland Regional Planning Group	Cathie Cowan, Chief Executive, NHS Forth Valley	June 2018
24.	April 2018 Item 15/IJB 202	Clinical Care Governance Committee to be set up and meeting dates to be identified.	Julia Swan (voted chair)	June IJB
25.	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	July 2018