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**Integration Joint Board
 Action Log: 14 March 2018**

Purpose: The purpose of the action log is to record actions to enable the Integration Joint Board members to assure themselves that decisions have been implemented appropriately.

No.	Action	Source	Target date	Owner	Status
1	<p>ICT, Information Sharing and Data Handling</p> <p>There continues to be an aspiration to improve system access for NHSO staff from OIC buildings, and for OIC staff from NHSO buildings, as this would promote flexible and joint working opportunities however there are technical and financial factors affecting further progress in this area.</p> <p>NHSO and OIC ICT team's joint management meetings continue to discuss progress in this area.</p> <p>There are possible implications arising from the Named Person Act.</p>	<p>IJB Board Meeting 20/10/15</p> <p>IJB Board Meeting 27/09/17</p>	<p>01/12/18</p> <p>IJB Board Meeting 14/03/18</p>	Caroline Sinclair	In relation to the Named Persons Act, guidance from the Scottish Government is expected.
2	<p>Alcohol briefing interventions</p> <p>An update to be provided on progress on arrangements for the delivery of alcohol briefing interventions. This is a national target to deliver in specific areas.</p> <p>Two independent practices have agreed to deliver these through a Local Enhanced Services arrangement and other areas, including dental services, were engaging.</p>	<p>Issues brought up in Performance report 28/06/17.</p>	IJB Board Meeting 14/03/18	Caroline Sinclair	Members wish to see this retained on the action log in order to retain oversight of this issue.

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3	<p>“Set Aside” Budget Clarification</p> <p>An update to be provided on progress of the “set aside” budget. This will need to be clarified for the 2017/2018 Annual Accounts.</p>	<p>Issues brought up in the workstream outputs report 27/09/17</p>	<p>31/03/2018</p>	<p>Pat Robinson</p>	<p>A discussion to take place by the Chief Finance Officer, IJB with Shetland and Western Isles integration authorities to see how they are dealing with this issue.</p> <p>To be discussed by NHS Orkney’s Finance and Performance Committee and Chief Finance Officer, IJB to progress this matter.</p>
4	<p>Risk Register format</p> <p>The format of the Risk Register to be further discussed.</p>	<p>IJB Board Meeting 27/09/17</p>	<p>IJB Board Meeting 14/03/18</p>	<p>Caroline Sinclair</p>	<p>The Audit Committee to review the Risk Register and report back to the IJB.</p>
5	<p>Annual refresh of Terms of Reference – all groups</p> <p>To allow for the completion of the audit, the annual refresh of the Terms of Reference will be deferred until 27 June 2018.</p>	<p>IJB Board Meeting 06/12/17</p>	<p>IJB Board Meeting 27/06/18</p>	<p>Caroline Sinclair</p>	<p>Once the audit is complete the refresh of the Terms of reference will be brought back to the IJB.</p>

No.	Action	Source	Target date	Owner	Status
6	Best Value Assurance Report Members to note and consider the content of the report, specifically IJB implications	Full Council meeting 22/02/2018	IJB Board Meeting 14/03/2018	Caroline Sinclair	Issued under cover of a Briefing Paper and available for discussion at IJB meeting 14 March 2018.