



## Joint Committee Issue / Action Log

<b>Project Title :</b>	Well-being Objective Action Planning and implementation	<b>Sponsor :</b>	Adam Hill
<b>Project Manager:</b>	Leanne Ahern	<b>Date Created:</b>	Updated 23/07/2019
		<b>Version Number:</b>	7

ID	Subject	Risk/ Issue	Description	Proposed Action/ Mitigation	By When	RAG Status	Open/ Closed
01	Action Plan agreement within groups June 2018	Issue	The scheduling of meetings and allocation of step and action leads has led to delay in the setting of objectives	<b><i>Update June 2019 – Statutory Members are agreeing responsibility and actions</i></b>  <b><i>Objective Leads to put forward their final date to submit action plan</i></b>	August 2019	Red	Open
03	Participation limited to 'usual suspects' June 2018	Risk	There is no mechanism to communicate the action planning process so opportunities to participate are restricted.	In order to meet the aim of involving unusual suspects - the Action Planning Checklists requires Leads to consider who else could be involved or where existing practice can be supported  <b><i>The new Governance structure resolves this – via Partnership Forum</i></b>	July 2018	Green	Closed
04	Capacity to deliver our ambitions June 2018	Issue	All organisations are impacted by austerity so finding the resources to deliver will be challenging	Prompt and regular reporting on this risk so it can be mitigated where possible via partnership working.  <b><i>Governance Review has streamlined process and dispersed workloads/ responsibilities</i></b>	April 2019	Green	Closed

06	Statutory Annual Report Oct 2018	Issue	The PSB has a duty to report on progress towards improving well-being and the steps it is taking to do so.	Ensure Objective leads are engaged in completing action planning checklist and reporting on progress and lessons learnt  <b>Update July 2019 – completed and signed off/ published</b>	May 2018	Green	Closed
07	Membership and selection of Chair Oct 2018	Issue	The membership and Chair is overdue for annual review	Select chair and review membership at next Core Meeting  <b>Update July 2019- Chair and Vice Chair elected. Including Housing and Probation</b>	Summer 2018	Green	Closed
08	Review of Governance Oct 2018	Issue	The PSB has committed to a Review of Governance on completion of the Local Well-being Plan	Schedule a Review of Governance  <b>Update July 2019 – Key decisions made and Governance Review complete</b>	Following completion of the LWP	Green	Closed
10	Additional items/projects/ activities Oct 2018	Risk	Ad hoc and unanticipated items have the potential to divert focus from the implementation of the well-being Plan and overfill agenda diverting attention from core business	Clarity over the roles and responsibilities of sub and delivery groups/leads could enable a 'management by exception' approach where autonomous groups report to the Core Group only where necessary enabling the Core to focus on projects requiring their intervention  <b>Update July- addressed via Governance Review – Joint Committee role to unlock any challenges/ barriers</b>	Ongoing	Green	Closed

11	Streamlining  Oct 2018	Issue	The Local Well-being Plan is an ambitious, wide-ranging, long term plan not everything has to be implemented in Year 1.	Ensuring actions are staged over actions over the short, medium and long term will ensure  <b>Update July- this has been identified</b>	Ongoing	Green	Closed
12	New ways of working  Oct 2018	Risk	Workshops and other dynamic means of debate are not currently possible within the support framework	Consider alternative/innovative mechanisms as part of the review of governance.  <b>Update July- addressed via governance review- New way of working eg. Partnership Forum</b>	Ongoing	Green	Closed
14.	Objective lead Accountability	Issue	Several Objective Leads have left post or responsibility is not clear, In some areas Step rather than Objective Leads are appropriate given the disparate nature of steps within an objective –where groups are forming or co-ordination is more appropriate	<i>The Governance Review is addressing this issue and Chair and Vice Chair meeting Leads to agree responsibilities.</i>  <b>Update July – this issue has been addressed by introducing the highlight reports from each Lead on their Objective workstream</b>	Jan 2019	Green	Closed
15.	Regional Bid 2019/20	Risk	Initial application requires further clarification based on agreement of joint working priorities between PSBs	<i>Meeting on 10<sup>th</sup> April 2019 to agree joint priorities/approach. The bid will be updated based on this agreement.</i>  <b>Update July – Agreed in principle detail in process of agreement- Bid submitted awaiting outcome</b>	Ongoing	Green	Open
16.	Misalignment with FG Commissioner's expectations	Risk	The FG Commissioner could review the PSB's operation in the case of under delivery.	<i>Effectively implement governance review and carry out future operations in line with expectations</i>  <b>Update June - Governance Review completed-successful year reported on in Annual Report</b>	September 2019	Green	Closed

### Items to close

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## Joint Committee Risk Log

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