**NHS BOARD: 26 September 2018**

## ACTION LOG FOR LANARKSHIRE NHS BOARD FROM JANUARY 2014

## ACTIVE ITEMS LISTED

|  | **MINUTE REF YR/MONTH/ ITEM** | **SUBJECT** | **ACTION** | **LEAD PERSON** | **PROGRESS TO DATE** |
|---|---|---|---|---|---|
| 1. | 2018/08/130 | Realistic Medicine | Circulate report on work being taken forward in relation to Homelessness | Gabe Docherty | **Complete** |
| 2. | 2018/08/130 | Realistic Medicine | Agreed to invite Dr. Mukhopadhyay to a Board meeting to provide an update in due course | Paul Cannon | **Complete**<br><br>Added to Workplan |
| 3. | 2018/08/132 | MRRP | Agreed to receive a report on the outcome of the Consultation Exercise at the November 2018 NHS Board meeting | Colin Lauder | Agenda for NHS Board meeting - November 2018 |
| 4. | 2018/08/133 | Achieving Excellence | Agreed to receive a revised Achieving Excellence Workplan at the NHS Board meeting on 30th January 2019. | Colin Lauder | Agenda for NHS Board meeting – January 20129 |
| 5. | 2018/08/135 | Workforce Plan | Agreed it would be helpful to receive a more detailed report on workforce issues and actions being taken initially through the Staff Governance Committee | John White | To be confirmed |

| | MINUTE REF YR/MONTH/ ITEM | SUBJECT | ACTION | LEAD PERSON | PROGRESS TO DATE |
|---|---|---|---|---|---|
| 6. | 2018/08/142 | North IJB Integration Scheme | Agreed to discuss this proposal again at the Board meeting on 26 September 2018. | Calum Campbell | **Complete**<br><br>On agenda for Board meeting – September 2018 |
| 7. | 2018/08/143 | Health Inequalities | Agreed to defer the item until the next meeting. | Gabe Docherty | Agenda for NHS Board meeting - November 2018 |
| 8. | 2018/05/70 | GPST Training Programme | Steps to mitigate the impact of changes to a number of rotas was being discussed with Scottish Government and will be reflected in the Risk Register going forward. | Calum Campbell | **Complete**<br><br>**Update August 2018**<br><br>Reflected in the Risk Register. |
| 9. | 2018/05/73 | HAIRT update | Financial data - exercise to be repeated at planned intervals to establish trends over time. | Irene Barkby | **Complete**<br><br>**Update August 2018**<br><br>Update to be included in 6 months. |
| 10. | 2018/05/76 | Trauma & Orthopaedics | A further paper will be brought to the Planning, Performance and Resources Committee to update Members on the further engagement being undertaken, and the Committee will be invited to consider specific service redesign proposals in due course. | Heather Knox | **Complete**<br><br>**On agenda 26 September 2018** |

| | MINUTE REF YR/MONTH/ ITEM | SUBJECT | ACTION | LEAD PERSON | PROGRESS TO DATE |
|---|---|---|---|---|---|
| 11. | 2018/06/104 | OBC Monklands Stakeholder Engagement | Update of Minute | Colin Lauder / Calvin Brown | **Complete**<br><br>**Update August 2018**<br><br>Consultation now taking place from 16 July – 15 October 2018. Consultation Output and report from the Scottish Health Council to be considered at the November 2018 Board meeting, as already notified to Members. |
| 12. | 2017/03/71<br><br>2018/01/19 | Redirection Policy | Clarify the implications of the Redirection Policy for patients, and the arrangements for the management of any associated risk<br><br>Report to March 2018 Board | Heather Knox / Craig Cunningham | **Update September 2018**<br><br>The output of the review undertaken by the Group, chaired by the Director of Acute Services will be brought to the Board in the context of a wider discussion of Unscheduled Care and Winter Planning, to be scheduled for later in 2018. |
| 13. | 2017/09/124 | Suicide | Reschedule Patient Story for May 2018 Board Meeting | Janice Hewitt | **Update September 2018**<br><br>This item has been deferred at the request of the family. |

| Ongoing | 7 |
|---|---|
| Complete | 6 |
| Total | 13 |

**COMPLETED ITEMS FROM THE ACTION LOG FOR LANARKSHIRE NHS BOARD FROM JANUARY 2014**

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|---|---|---|---|---|---|
| 7. | 2017/05/71 | National Health and Social Care Delivery Plan | Bring back to the NHS Board the approved North and South Lanarkshire Integration Joint Board's plans for reporting on delivery of the 6 priority areas<br><br>Arising from discussion at NHS Board on 30th August 2017, NHS Board to consider Driver Diagrams and a report on actions, progress and impact | Janice Hewitt, Val de Souza, Heather Knox, | Driver diagrams which set out the necessary actions across the 6 main indicators to support an overall reduction in Unscheduled Bed Days of 10% have been prepared and agreed across the 2 H&SCPs and Acute Services. Work is ongoing in agreeing associated performance measurement data such that this can be reported as part of the routine performance reports to the Health Board and respective IJBs<br><br>**Update May 2018**<br><br>Paper submitted to April PP&RC meeting.<br><br>**Complete** |
| 8. | 2017/05/72 | Sickness Absence Management 'Summit' | Share with Board Members the Report and Action Plan from the Sickness Absence Management 'Summit' | John White / Paul Cannon | **Update May 2018**<br><br>Circulated to Board Members for information.<br><br>**Complete** |

| 9. | 2018/01/08 | Complaints / HSMR | Discuss in greater detail at HQAIC and share report with all Board Members for info | Lesley- Anne Smith | **Update May 2018** <br><br>To be discussed at HQAIC (May 2018). <br><br>**Complete** |
|---|---|---|---|---|---|
| 10. | 2018/01/15 | Annual Report of the Director of Public Health | Circulate notes of discussion | Gabe Docherty / Paul Cannon | **Update** <br><br>These will be circulated to Board members before the Board meeting for information <br><br>**Complete** |
| 11. | 2018/03/40 | The Fairer Scotland Duty | Circulate to Board Members | Paul Cannon | **Complete** |
| 12. | 2018/03/47 | Access Targets Paper | Revise and upload to web site | Paul Cannon | **Complete** |
| 13. | 2018/01/13 | Palliative Care | • Bring clinical model to 8 March 2018 HQAIC for assurance <br><br>• Provide update to March Board to assure | Val de Souza | **Complete** <br><br>Special HQAIC meeting arranged for 12 June (2pm) to discuss. |

## Board Development Session Action Plan - Live issues

| | Date | Outcome Sought | Actions Planned | Lead Responsible | Progress March 2018 |
|---|---|---|---|---|---|
| 1. | 29 / 11/ 17 | **Service Development** Palliative Care | Take forward the decision making process with IJBs and assurance to the NHS Board. | Chief Officer, South HSCP | **Ongoing** Paper to NHS Board (31 January 2018) on assurance issues. Financial and Staff Governance assurances accepted. Further assurance on clinical governance sought. Plan to be discussed at HQAIC 8 March 2018, and reported to Board on 28 March 2018. Further assurances sought at March HQAIC, clinical governance model to be brought back to May HQAIC / report to May Board. No report to May HQIAC. Paper being presented to special meeting of HQIAC on 12 June 2018. |
| 2. | 29 / 11/ 17 | **Governance** Progress with implementation of Review | Phase I - Provide final comments on the governance review. Phase II - Administrative arrangements and templates | All | **Complete** Revised Terms of Reference to be included in the Code of Corporate Governance to go to the Board in March 2018. New Committee to meet on 21 March 2018. **Ongoing** |

| | | | | Outstanding actions around administrative arrangements / templates and standards to be taken forward in next phase and update provided at 31 October 2018 Development Day. |
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